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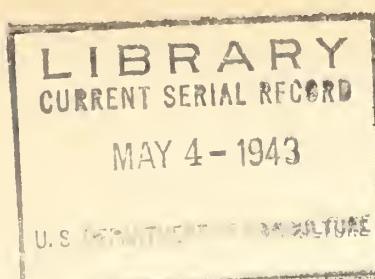
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UNITED STATES DEPARTMENT OF AGRICULTURE
SOIL CONSERVATION SERVICE
WASHINGTON, D. C.

November 25, 1942

FIELD MEMORANDUM NO. 1080



Re: Mail, Withholding of
Bulk During Christmas
Season

TO ALL RANKING FIELD OFFICERS:

There is quoted below Plant and Operations Circular No. 96, dated November 13, 1942, signed by Arthur S. Thatcher, Chief, Office of Plant and Operations, in which it is requested that bulk mailings of pamphlets, books, forms, and other printed matter, be withheld from the United States Mails during the period December 10 to December 26, 1942, inclusive.

"The Secretary has received the following letter from Mr. V. C. Burke, Postmaster, Washington, D. C.:

"The large quantity of official pamphlets, books, forms, and other printed matter originating in Washington takes up considerable space in mail cars and is so heavy that it often seriously interferes with the expeditious handling of Christmas holiday parcels.

"This year, with the country engaged in a great war, the problem is more difficult. Government agencies having direct connection with the war effort will not be able to eliminate the mailing of bulky matter during the Christmas holiday season. However, it is hoped that a considerable reduction may be made in the volume presented during that period.

"Local business organizations are cooperating in a campaign for early shopping and early mailing in order to spread the load over a longer period, and if you can help by withholding all non-essential mailings between December 10th and 26th, such action will relieve the pressure on the Postal Service and on the transportation lines.'

"In addition to the above request it is suggested that all regional and field offices be notified to withhold in so far as possible all bulk matter from the mails during the period December 10 to December 26."

Each division chief and section head, and any other person responsible for mailing, should arrange his schedule of mailings in such a manner that bulk material as described above will be withheld from the mail during the restricted period. In certain extreme cases strict compliance may not be possible, but in so far as it is practicable and with consideration of the best interests of the public business, please see that bulk mailings, such as supplies, etc., are dispatched either before December 10, 1942, or after December 26, 1942.

V.C. Burke
Chief.

